

## *City of York Board of Architectural Review*

### *Minutes*

*August 31, 2020*

***\*\*Virtual Meeting\*\****

Members present:

Chairperson Beth Bailey  
Quinn Witte  
Gene Gaulin  
Gary Stewart  
A. Lee McLin

Members absent:

Linda Lowman  
Diane Hanlon

Others present:

Planning Director Breakfield  
Zoning Administrator Blackston  
Public Information Officer Fritz  
Joe Tiblier  
Caitlin Herrnsstadt

Chairperson Beth Bailey called the meeting to order at 6:00 p.m., polled each Board member individually to verify attendance and stated the following:

1. Due to the COVID-19 pandemic, York City Council adopted an emergency ordinance allowing meetings to be conducted exclusively through the use of electronic, computer-based medium.
2. The City has chosen to conduct the meeting through the use of GoToMeeting while streaming on Facebook Live.
3. She greatly appreciated the willingness of everyone to adapt to this new environment and adjust to the new format.
4. Each Board member must individually vote by voice on each Motion (yay or nay).
5. Each person on the call should be identified at the beginning of the meeting.
6. Any Board member that wishes to abstain from a vote must state the reason for such abstention. If a Board member has a conflict of interest, the Board member should state the conflict and abstain from discussion and the vote on the matter.
7. Each person should be identified before speaking.
8. Each person should mute microphone unless speaking.

**The first item of business** was approval of the draft Minutes from the August 3, 2020 meeting. Upon a Motion by Beth Bailey, seconded by Quinn Witte, the Board unanimously approved the Minutes as submitted.

**The second item of business** was consideration of a certificate of appropriateness application (COA) application for gutters for 205 Kings Mountain Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Gene Gaulin, seconded by Gary Stewart, the Board unanimously approved the application as submitted.

**The third item of business** was discussion of the creation of design standards for the repair and rehabilitation of historic commercial building façades in the City's historic district.

Planning Director Breakfield indicated that:

1. The South Carolina Department of Archives and History awarded a grant to the City for the creation of design standards for the repair and rehabilitation of historic commercial building façades in the City's historic district. These created standards will help facilitate a façade grant program to encourage and support private rehabilitation efforts in the downtown area.
2. Johnson, Mirmiran & Thompson, Inc. (JMT) was awarded the contract to implement the grant project.

3. JMT will provide a presentation regarding the overall project and the outline. This meeting will provide an opportunity for the BAR to provide direction for the project and allowed the public to become informed and provide feedback.

Representing JMT, Caitlin Herrnstadt provided a presentation and answered questions from the BAR. Among other things, the following was discussed:

- Caitlin will make a visit to York in the near future to conduct field work.
- Any feedback from the BAR will be included in the next submittal from JMT.
- Caitlin indicated that the standards will be customized to focus on York's unique needs.
- The BAR requested that the standards provide a modern approach to maintaining York's historical integrity.

There being no further business, the meeting was adjourned at 6:43 pm.

Respectfully submitted,

C. David Breakfield, Jr. AICP, MCP  
Planning Director

cc: File, Board of Architectural Review 8/31/2020  
Seth Duncan, City Manager